

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

April 3, 2006

CALL TO PODIUM:

James D. Arnoult

RESPONSIBLE STAFF:

James D. Arnoult

AGENDA ITEM:

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input checked="" type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:

Resolution of the Mayor and City Council Authorizing the City Manager to Enter into a Contract to Purchase Three (3) 2006 Chevrolet Trail Blazers (\$59,727.00)

SUPPORTING BACKGROUND:

Unit numbers 1288 and 1289 are 1995 Jeep Cherokees and unit number 1221 is a 1996 Ford Contour assigned to the Department of Planning and Code Administration. Due to their age and condition, these vehicles are in need of replacement. These vehicles will be sold at public auction after the delivery of the replacement vehicles.

The State of Maryland awarded a contract (001B6900389) for the purchase of Chevrolet Trail Blazers that will meet our requirements.

Staff would like to participate in the State of Maryland contract to purchase three (3) Chevrolet Trail Blazers from Criswell Chevrolet. (\$59,727.00) Sufficient funds are available for this purchase in the Vehicle and Equipment Replacement Fund.

DESIRED OUTCOME:

Approve Resolution

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: James D. Arnoult Date of City Council Meeting: April 3, 2006
Director, PW, PM & E

AUTHORIZING

Purchase __X__ Award Contract Transfer Funds Negotiate/
Execute a Contract

BID INFORMATION:

Advertisement Date

Newspaper(s)

Bids Opened/Tabulated (date) State of Maryland P.O. # 001B6900389

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

Three (3) 2006 Chevrolet Trail Blazers.

CONTRACTED/PURCHASE FROM:

Company Name: Criswell Chevrolet, Inc.
Street Address: 503 Quince Orchard Road
P. O. Box Number
City/State/Zip: Gaithersburg, Maryland 20878

CONTRACT/PURCHASE AMOUNT: \$59,727.00

Check One: In the Amount of __X__ Not to Exceed

FUNDS TO BE EXPENDED FROM: Operating Budget __X__ Capital Improvements Budget

Account Number: 310700 Vehicle & Equipment Replacement Fund
(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS

Available __x__ Not available

Jw Belton 3/28/06
Finance Dept. Date

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO ENTER INTO
A CONTRACT TO PURCHASE THREE (3) 2006
CHEVROLET TRAIL BLAZERS

WHEREAS, Section 57 of the City Charter provides that the City Council may permit negotiations of contracts without sealed bids for products and services, where in the opinion of the Council, the interest of the City would be best served by negotiated contracts; and

WHEREAS, it is recommended that three (3) Chevrolet Trail Blazers be purchased and the City wishes to participate in the State of Maryland Statewide Contract, purchase order number 001B6900389, to purchase said equipment:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and he hereby is authorized to enter into a contract to purchase three (3) Chevrolet Trail Blazers from Criswell Chevrolet, 503 Quince Orchard Road, Gaithersburg, Maryland 20878, in the amount of Fifty-Nine Thousand Seven Hundred Twenty-Seven Dollars (\$59,727); said funds to be expended from the Vehicle and Equipment Replacement Fund.

ADOPTED by the Mayor and City Council this 3rd day of April 2006.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the 3rd day
of April 2006.

David B. Humpton, City Manager